

**Job Description for the Position of
Youth/Associate Pastor
First Baptist Church, Edna
September 10, 2023**

General Objective: To facilitate a youth ministry that will enable FBC Edna to continue to edify and encourage each other, and to evangelize others who need to know Jesus Christ as their personal Lord and Savior. Additionally, to assist our senior pastor in day to day ministry as needed, provide Christian counseling as needed, and conduct pulpit duties as needed.

We desire a candidate who:

- Exhibits Godly humility
- Has a clear call from God
- Has demonstrated a solid testimony of personal salvation through faith in Jesus Christ and moral uprightness
- Maintains a growing spiritual life, through ongoing prayer, the study of God's Word, and service to others
- Promotes and demonstrates unity within the church body
- Has a bachelor's degree or higher, and is licensed or ordained by a Baptist church (or be willing to pursue such education)
- Preferably has a minimum of 3 years experience on a church staff with a record of effective service in youth ministry
- Has effective speaking skills and the ability to speak confidently before groups, while also having the ability to listen and communicate clearly, both orally and in written form
- Has quality leadership skills
- Has effective administrative and organizational skills
- Is competent using or is willing to learn computer software
- Is energetic and able to effectively interact with youth
- Gives written permission for the church to run thorough criminal, financial, and driving background checks

Responsibilities:

- Direct the planning, conducting, and evaluation of a comprehensive Christian education ministry for grades 6-12. Work with the church Ministry Enlistment Committee to enlist God-called leaders for Sunday School, Discipleship Training, and other student educational ministries
- Work closely with the Youth Ministry Team and the Youth Committee
- Assist in planning and coordinating all student ministries of the church, including weekly Bible studies, Discipleship Training, fellowships, retreats, conferences, and camps, and to coordinate fundraising opportunities as needed, to enable students to participate in these activities
- Guide students in developing personal spiritual growth skills through prayer, Bible study, witnessing, and service to others, and to provide opportunities for students to put these skills into practice with visitation, personal evangelism, and mission/service activities
- Be supportive of FBC Edna students in their various school and community activities

- Serve alongside other staff members harmoniously in leading FBC Edna to discern and do the will of God
- Be responsible to the Pastor for coordinating and promoting church programs for the youth
- Formulate and give reports on ministry needs, status, and progress, as needed
- Work with any assigned church ministry teams and committees to aid their ministry effectiveness
- Provide input to the budget process for monies needed to conduct youth ministries, such as activities, fellowships, educational material, camps, trips, etc.
- Availability on occasion to work nights or weekends for youth ministry, or to assist the pastor in making emergency pastoral care visits, as needed
- Willingness to obtain a CDL license for the church bus
- Preparedness to give Christian counseling to church members and work with the Pastor in scheduling counseling sessions
- Comply with all established church policies and procedures, as well as applicable state and federal laws
- Keep up-to-date on the latest educational youth material
- Assist Senior Pastor with pulpit supply duties as needed

Benefits Provided:

- Salary
- Auto Allowance
- Medical Insurance for family
- Retirement/Annuity
- Parsonage with utility allowance
- Vacation
- Staff Development